

Minutes of the East Knoyle Parish Council Meeting – Wednesday 5th March 2025 at 7.30pm East Knoyle Village Hall

Councillors Present – Sue Entwistle (Chair), Neil Southerden, Ian Tait, Deb Bateman, Hugo Middleton, Ann Ambrose, Ann White, Garry Staunton. Guest – Cllr Bridget Wayman (WC)

Clerk - Martin Brown.

Members of the Public present – Mr C Cox; Mr T Kenyon; Mr P Dean; Mrs L Webb; Mr J Webb; Mrs E Quantrell; Mr A Quantrell; Mrs E Reeve; Mr M Reeve; Mrs S Nash; Mr P Brown; Mrs A Brown.

1. **Apologies for absence** – Cllr Rob McCarthy
2. **Notices of Interest** – none
3. **Public Open Forum** - Mr C Cox read out a statement requesting that EKPC carry out the application for an ACV for the Fox and Hounds. In addition he outlined various activities being undertaken regarding the future of the Fox and Hounds, which included a petition and possible community involvement/options to ensure that the pub remains operational as a working business.
4. **Minutes of Parish Council Meeting held on Wednesday 5th February 2025** – Proposed Cllr Tait / Seconded Cllr Ambrose – approved and signed as a true record.
5. **Matters Arising** – None outstanding / all others covered in agenda items.
6. **Planning Applications:**
 - i. **PL/2025/01345 - LAND ADJACENT SEYMOUR HOUSE, THE STREET, EAST KNOYLE, SP3 6AJ** - New dwelling, Full planning permission. Representations were heard from members of the public - Mrs L Webb, Mrs E Quantrell, Mrs E Reeve and Mrs S Nash. Proposal to object to the plans as submitted – Proposed Cllr Middleton / Seconded Cllr White – 7 votes For / 1 vote Against. Objection submitted.
 - ii. **PL/2025/01627 - PADDOCK WOOD, HOLLOWAY LANE, EAST KNOYLE, SP3 6AF - Notification of proposed works to trees in a conservation area** - row of Lombardy Poplar trees - reduce by 50%. Proposed Cllr Middleton/ Seconded Cllr Tait – approved unanimously.

Note – Planning Applications and any comments submitted by East Knoyle Parish Council are available on the Wiltshire Council website – under Planning and Building Applications.

7. **Cllr Bridget Wayman's Report** – Cllr wayman confirmed the Wiltshire Council budgets had been approved.
8. **The Fox and Hounds – application to nominate The Fox and Hounds as an ACV –**
Cllr Bateman reported back on her conversation with the owner of the Fox and Hounds and confirmed that it was the plan to continue trading as a public house. Cllr Staunton proposed that the PC should submit the ACV on behalf of the village – Proposed Cllr Staunton / Seconded Cllr Ambrose – 7 votes for / 1 vote against.

Action – Cllr Middleton to prepare and present the completed ACV application form and associated documents to the PC at the April meeting and to liaise with other local persons to provide further support information.

9. **EKPC Website** – Cllr Middleton/Clerk
 - I. Delay in going 'live' with the site as we have to wait for a government department approved gov.uk web address. This could take 3 to 6 weeks.
 - II. Cllr Middleton continues to work on elements of the 'trial site', although access is now limited as trial period over and we will not start paying until website address is confirmed.
 - III. Investigations continue as to the best approach to ensure content on the new website is 'accessible'.

Actions 1) Clerk to pay for the website to go 'live' when website address is confirmed 2) Cllr Middleton/Clerk to ensure content meets the required accessibility standards.

- 10 **Highways** – Cllr McCarthy - No report submitted and Cllr McCarthy absent

11 May Elections; update – Cllr Tait

- i. Cllr Tait confirmed dates and dates for councillors to submit the required forms and has offered to assist councillors in completing their forms.
- ii. Clerk will take the forms to Salisbury Council Offices. This will be an additional task for which additional hours and expenses are required.

Actions – 1) Councillors to liaise with Cllr Tait to complete and check their applications 2) Clerk to book a convenient slot at the Elections office. All Councillors should be available (phone) at this time and date.

12 Annual Parish Meeting 6pm 2 April 2025 –

- i. Cllr Bateman reported that the Archives team (Mrs T Strachan and Mrs J Hockham) are planning and readying a display of materials in the village hall. Confirmed timings are Hall opens for Archive exhibition at 5pm, the Annual Meeting starts at 6pm and the April PC meeting starts at 7.30pm.
- ii. Clerk reported that all councillors should prepare a summary report of what has happened in their designated area of responsibility and any plans for the future.

Actions – 1) Advertise the Annual Meeting and Archives – Cllr Bateman in EKN / Clerk on Notice Boards and Shop. 2) All Councillors to prepare a summary report.

13 Chairs Report – Cllr Entwistle

- i. Litter Pick – Thanks to Mr Kevin Stow and all the volunteers who carried out this year's highly successful litter pick.
- ii. Age Wiltshire Music Event – Thanks to Mrs Jan Knight and her colleagues for arranging this in the Village Hall. Despite a small attendance it was a very enjoyable and successful event.

Actions – Clerk to communicate thanks to both organisers

14 Finance

- I. Cash Book reconciliation – Clerk - Clerk presented and highlighted key areas, and reminded the PC that the end of the financial year is 31 March and that this year will see a full AGAR audit take place, rather than a simpler submission.
- II. Payments due for approval – Clerk – Proposed Cllr Entwistle / Seconded Cllr Bateman

15 Village Hall – Cllr Ambrose

- i. Cllr Ambrose gave an overview of the recently presented VH accounts.
- ii. Booking System is being changed – no longer via the website but by phone and/or email.

16 Common Lands – Cllr Ambrose

- i. Update on new tree/shrub planting project alongside EKN021 & 45, behind The Green. 550 whips, stakes and tree guards have been delivered, and the contractor will plant and stake the whips from 6th March. Volunteers will be sought to put on the tree guards.
- ii. Review of tenders for grass cutting for 2025 – all in order and will proceed. The Milton 'Triangle' once a year maintenance needs to be formalised and presented to the PC and local residents.

Actions 1) Cllr Ambrose to continue to project manage the planting project and ensure that deadlines are met for payments and grant approvals. 2) Cllrs Ambrose and Bateman to provide plan for Milton Triangles maintenance 3) Clerk to inform contractors to proceed

17 Post Office & Village Shop – Cllr Ian Tait

- i. Annual stocktake takes place 23 March and volunteers are invited
- ii. Stub wall at the rear of the shop has been installed
- iii. Recent power cut damaged the shop server and a replacement is being urgently sourced
- iv. Easter products have arrived
- v. Loyalty Card promotion continues to go well

18 KHG/Playground – Cllr Staunton

- i. Update, including recent shrub clearance – all works completed very satisfactorily, with additional ones being recommended and carried out for no charge by the contractor
- ii. Collapsed fence, boundary with The Coach House – update – Clerk. One of the owners of the property has been in direct communication with the Clerk and has provided email communication to say that the fallen fence will be removed from the playground and repairs carried out to replace and make safe the fence by the end of March. This deadline was deemed to be acceptable but that the owners should pay for the costs for more substantial temporary fencing to be supplied to ensure the health and safety of the playground users. The Clerk had contacted our insurer's legal helpline and been informed of various legal aspects including to ensure that nothing should be

moved by the PC, that the full history of the problem is recorded and that all communications should be written and to avoid any verbal agreements. It was recommended that the PC contact their insurers to make a claim for legal assistance.

- iii. Review of tenders for annual KHG maintenance and area outside/War Memorial - all in order and will proceed. Cllr Staunton suggested that additional maintenance work would be required after the recent shrub clearance.
- iv. Confirm signage design for playground areas – Clerk – Amended sign design and wording to be distributed and agreed

Actions – 1) Clerk to contact owners of The Coach House regarding deadline and costs of temporary fencing around the area 2) Clerk to clarify legal assistance available through our insurance 3) Clerk to inform contractors to proceed 4) Clerk to contact contractor regarding additional work in KHG

19 Correspondence Received

Letter from Mr. A Burton re Right of Way and Oak Tree near War Memorial.

- i. Right of Way – guidance had been sought, and it was agreed that an initial meeting would be held on site to discuss the issue with Mr Burton
- ii. Oak tree – it was agreed that this is the responsibility of the PC. The tree surgeon should be asked to provide a quote. Proposed Cllr Tait / Seconded Cllr Bateman – approved unanimously.

Actions 1) Cllr Entwistle and legal advisor to arrange on-site meeting with Mr Burton re RoW 2) Clerk to obtain quote for Oak works and confirm if any permissions are required

20 Urgent Items - None

21 Date of the next meeting – Wednesday 2nd April 2025 @ 7.30pm East Knoyle Village Hall, preceded by the Parish Meeting @ 6pm

Meeting Closed at 9.24pm.

Signed as a true Record ...Sue Entwistle.....EKPC.Chair

Date2nd April 2025.....

Martin Brown, Clerk to the Council
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